

Memorandum



CITY OF DALLAS

DATE August 14, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Municipal Court Closures and Postponements**

Please be advised that per Administrative Judge Preston Robinson that all court hearings, including walk-in court will be closed Wednesday, August 19, through Tuesday, September 15. During this time, the Dallas Municipal Court is preparing to go 100% virtual when courts resume.

Additionally, trials and jury duty are postponed due to a Texas Supreme Court order stating that no jury proceedings, including jury selection or trials are allowed prior to October 1, 2020.

The Dallas Municipal Court Building will remain open for in-person assistance to assist defendants and attorneys by answering questions, taking payments, setting up payment plans, providing records, filings, etc.

Attached is a memo from Administrative Judge Preston Robinson and the media advisory regarding this subject.

Should your constituents have any questions regarding a court related matter, they can visit the courts website at courts.dallascityhall.com or call 3-1-1.

Should you have any questions, please contact Gloria López Carter, Director of Court & Detention Services.

A handwritten signature in black ink that reads "Jon Fortune".

Jon Fortune
Assistant City Manager

Attachments

c: T.C.Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Laila Aleqresh, Chief Innovation Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE Friday, August 01, 2020

TO Gloria Lopez Carter, Director
Court and Detention Services

Rodney Patten, Chief Prosecutor
City Attorney's Office

SUBJECT **Administrative Reset**

This comes to request Court and Detention Services to administratively reset all cases docketed on Wednesday August 19, 2020 through Tuesday September 15, 2020. Please reset all cases scheduled on those days and note the Walk-In Dockets will not be open. This memo also grants you the authority to set HOC cases for a Contested Hearing if the person appears while the courts are down. Only the CDC dockets will be held. Please instruct your staff to notify the defendants of their new court date and also notify jurors. These down days do not affect the operation of Community Courts.

If you have any questions about these changes, please let me know.

A handwritten signature in blue ink, appearing to read 'Preston W. Robinson, Jr.', with a long horizontal stroke extending to the right.

Preston W. Robinson, Jr.
Administrative Judge
Municipal Court Judiciary

c: All Full-Time and Associate Municipal Judges, Bailiffs, and Staff



Communications, Outreach and Marketing
DallasCityNews.net

MEDIA ADVISORY



FOR IMMEDIATE RELEASE

August 15, 2020

FOR MORE INFORMATION CONTACT

Gloria López Carter, Director
Court & Detention Services
g.carter@dallascityhall.com

Dallas Municipal Court reschedules hearings, trials, jury duty

Dallas, Texas – The City of Dallas Municipal Court, located at 2014 Main Street will be closed for all court hearings, including walk-in court, Wednesday, August 19, through Tuesday, September 15. The closure includes criminal and civil hearings such as pre-trial hearings, contested hearings, show cause hearings, etc. If you have a hearing scheduled during this timeframe, you will be notified by mail with a new date and time to appear.

Trials and jury duty are postponed due to a Texas Supreme Court order stating that no jury proceedings, including jury selection or trials are allowed prior to October 1, 2020 due to COVID-19. Persons with trials or jury duty appearances will be notified by mail with a new date and time.

Dallas Municipal Court is preparing to go 100% virtual when courts resume back open.

If residents need in person assistance, the Municipal Court Building will remain open and available to assist defendants and attorneys by answering questions, taking payments, setting up payment plans, providing records, filings, etc.

Defendants interested in resolving their citation(s) without visiting municipal court, can do so online at courts.dallascityhall.com, by live Chat or by mail.

For questions, please contact a court clerk online at courts.dallascityhall.com or call Courts at 3-1-1 or 214-670-0109.

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